Subject: Re: D/O will be expired on 02/28/2016

From: Rick Scott

Date: 02/26/2016 09:42 AM

To: Brenda Aldape

CC: Jim Omahen < jim@mediadistrict.org>, Lisa Schechter < lisa@mediadistrict.org>, Emelia Tso < emelia.tso@lacity.org>

The renewed policy information must be updated by the Broker on <a href="http://track4la.lacity.org/">http://track4la.lacity.org/</a>

On Fri, Feb 26, 2016 at 9:32 AM, Brenda Aldape < Brenda Aldape@ajg.com > wrote:

Hi Emelia.

Their D&O Policy renewed effective 2/28/16 to 2/28/17. Do you need a Certificate of Insurance? Let me know.

Thank you!

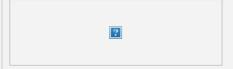
## Brenda Aldape, CIC, CISR

Client Service Manager

505 N. Brand Blvd, Suite 600 Glendale, CA 91203

:P: 818.539.8602 | :F: 818.539.8702

:E: Brenda\_Aldape@ajg.com | :W: www.chapmanins.com



Arthur J. Gallagher & Co. Insurance Brokers of California, Inc.

CA License #0726293

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From: Jim Omahen [mailto:jim@mediadistrict.org]

Sent: Friday, February 26, 2016 9:19 AM

To: Brenda Aldape

**Cc:** Lisa Schechter; Emelia Tso; Rick Scott **Subject:** FW: D/O will be expired on 02/28/2016

**Brenda**, I'm forwarding to you a message/alert/warning from the City Clerks Office. Please respond to all ASAP and advise. Thanks.

**Emelia and Rick,** Brenda Aldape is with Arthur J. Gallagher & Co. (our Insurance Broker) and she is our client services rep.

Jim Omahen, Operations Manager Hollywood Media District BID 1040 N. Las Palmas Ave.

Hollywood, CA 90038	8
Ph <u>323.860.0088</u>	
Fax 323.860.0089	

## MediaDistrict.org

From: Emelia Tso < <a href="mailto:emelia.tso@lacity.org">emelia.tso@lacity.org</a>>
Date: Friday, February 26, 2016 at 7:49 AM

**To:** Lisa Schechter < <a href="mailto:lisa@mediadistrict.org">lisa@mediadistrict.org</a>>, Jim Omahen < <a href="mailto:lim@mediadistrict.org">lim@mediadistrict.org</a>>

**Cc:** Rick Scott < <u>rick.scott@lacity.org</u>>

Subject: re: D/O will be expired on 02/28/2016

Hi Lisa,

The above insurance is going to be expired. Please update the insurance immediately. Otherwise, your invoice payment might be delayed.

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Thanks.

Emelia Tso

Neighborhood and Business Improvement District Division Office of City Clerk 213-978-1110

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